

**Let's Eat at School:
Increasing Participation in Montana High School Nutrition Programs
Project Expectations and Timeline**

Goals

1. To increase the number of high school students participating in school breakfast and lunch programs by identifying and implementing strategies learned from the target audience of high school nutrition advisory committees.
2. Processes and successful strategies identified and used to increase participation in high schools will be documented and distributed to interested schools.

Details

Four Montana high schools will be selected to participate in the pilot project. Selection criteria will include:

1. high school class (one from each class will be chosen);
2. geographical location (diverse locations from around Montana);
3. school nutrition program participation rate (initial low rate; less than 50 percent participation); and
4. interest in the project (willingness to implement change based on program analysis and suggestions).

Timeline

October 2004 – July 2005

Expectations/Timeline

October 2004

- Identify four schools interested in project participation.

November 2004-February 2005

- Conduct literature review to identify successful strategies used to increase participations in high school nutrition programs.
- Meet with administrators, students, parents and school food service personnel at each school to review project goals. Identify perceived barriers to participation in school meal programs. Discuss and share ideas about the process. Recommend the development of a school nutrition advisory committee to serve as consultants to the project staff.
- Conduct assessment that includes:
 - a survey-students, staff, parents and school food service personnel;
 - a review of program logistics by Team Nutrition staff; and
 - focus groups.
- Based on assessment and review identify priorities to increasing participation.
- Provide training and technical assistance to school food service and school staff.

February-March 2005

- Implement change based on priority and feasibility.

April-May 2005

- Document program changes and monitor participation rates.
- Evaluate and reassess:
 - the survey of students, staff, parents and school food service personnel;
 - the review of program logistics by Team Nutrition staff; and
 - focus groups.
- Set priorities and timeline for future project implementation based on results of evaluation and reassessment.

June-July 2005

- Meet with Team Nutrition staff to identify and discuss project challenges and rewards.
- Develop brochure and/or training manual that documents the process and outcomes to share with other schools throughout Montana.
- Present project and outcomes at regional or state trainings to appropriate audiences.

Pilot School Support Honorarium

The pilot school will receive an honorarium of \$500 to implement changes to increase student participation. This honorarium will be dispersed no later than March 1, 2005. The funds cannot be used for equipment and should abide by the guidelines designated by the USDA Team Nutrition grant. They should be used within 30 days of receipt.

Sponsorship of Project

This pilot project is being funded from a 2004-2006 Montana Team Nutrition Training Grant awarded to the Office of Public Instruction, School Nutrition Programs.

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